

Deposit Verification Request

Purpose: To verify an applicant's/resident's checking, savings, or other accounts.

Note: This form must be mailed or faxed to the financial institution. The resident cannot "hand carry" the form.

Special Mention:

- ▶ Include a self-addressed envelope with your request.

Specific Instructions:

1. Enter name of property and unit number.
2. Enter bank name and address or fax number
3. Enter your property's name and address.
4. Apartment manager should sign here.
5. Enter your title, date, and phone number (with area code).
6. Enter type of accounts, names, account numbers and balances.
7. Enter name and address of applicant or resident.
8. Have applicant or resident sign.
9. Have resident enter his or her Social Security number. *

Part II and III are to be completed by the bank.

* **Note:** For privacy reasons, a resident may elect not to provide his/her Social Security number on this form. Residents who do not provide their Social Security number should sign Certification #2 on the *Identification Certification* form.

